Field Trip Request Forms

NELSON COUNTY BOARD OF EDUCATION

FIELD TRIP REQUEST FORM

General Information:

Teacher Name Mitzi Aunt School Bloomfield Elementary/

Grade/Subject 5th Funding Source Student

Destination & Address Beta Leadership Summit Gatlinburg, TN Date of Trip Oct 26-29, 2013

Academic Information:

Core Content +/or Exiting Criteria Covered Interpersonal skills and leadership development.

Academic Objective of Trip Leadership Summit curriculum advances Common Core Standards beyond the classroom and offers hands on experiences for students to evaluate leadership skills both critically and constructively.

Academic Pre-Trip Activities (Please attach plan.) see attachment

Academic Post-Trip Activities (Please attach plan.) see attachment

Evaluation Procedures Student involvement in assuming leadership roles in school and community.

Transportation: Charter Bus

Number of Buses Needed _____ Time Leaving 6am from Bernheim Middle School Time Returning un determined at this time

Number of Students _____ Number of Adults _____ Compartments Needed _____

(CENTRAL OFFICE USE ONLY)

Date Called for Buses _____ Driver(s) Assigned _____

Date School Notified _____

Itemized Cost: Bus Drivers $_____ Mileage $_____ Cost per Child $ 300.00

~~# of adults will depend on students Ratio 1/10 or better~~

Signatures:

Teacher	Principal	Superintendent/Director of Transportation
Mitzi Aunt		
8/27/13	8/28/13	
Date	Date	Date

Field Trip Request Form- Overnight & Out-of-State Activity Request

School Bloomfield Elementary School Grade & Number of Students Attending 5th

Person Making Request Mitzi Auritt Position Beta Sponsor

Overnight Activity ☑ Out-of State Activity ☑ Dates Scheduled Oct 26-29, 2013

Name of Activity Beta Leadership Summit

Location of Activity Gatlinburg, TN

Objectives of Activity Leadership summit offers hands on experience for students to evaluate leadership skills both critically and constructively. Setting students will also be able to explore the history, culture of Gatlinburg TN

Pre-trip preparatory activities planned (please attach appropriate documents) See attachment

Post-trip culminating activities planned (please attach appropriate documents) see attachment

Oral student presentations planned after trip see attachment

Name(s) of certified staff attending Mitzi Auritt - additional staff depending on number of students attending.

Name(s) of other adults attending To be determined by number of students attending

Plan for handling student medication needs Medications will be held by Ms. Auritt and given to the student for self administration.

Plan for supervision (day) Students and chaperones will stay together as a group

Plan for supervision (night – please be specific for all hours of the night) If suite chaperone will be in room, if not, room beside student.

Signed Mitzi Auritt Date 8-27-13

Principal [signature] Date Approved 82813

Superintendent _____ Date Approved _____

Review/Revised: 5/17/11